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Request For Proposals Concerning Operati
on of a Service For Single Transie 2



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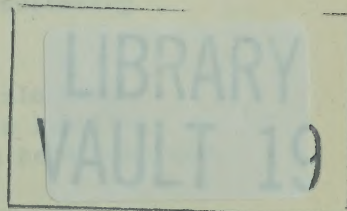
A

REQUEST FOR PROPOSALS

Concerning

OPERATION OF A SERVICE FOR

SINGLE TRANSIENT MEN IN EDMONTON



RFP No.1

June, 1970

Department of Social Development

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The Department of Social Development desires to contract with responsible persons and organizations to provide services to an average of 500 single transient men per day in the City of Edmonton. In requesting proposals from the private sector the Department wishes to achieve the following objectives more cost effectively.

OBJECTIVES:

1. To provide daily shelter and sleeping accommodation for a minimum of 350 and a maximum of 1000 single transient men in the City of Edmonton.
2. To provide two meals per day for a minimum of 350 and a maximum of 1000 single transient men in the City of Edmonton.
3. To provide necessary clothing, medical assistance, transportation and other special needs to single transient men in the City of Edmonton.
4. To refer single transient men in the City of Edmonton to appropriate community resources and opportunities.
5. To devise alternative methods for the classification, maintenance and rehabilitation of single transient men, which are more cost effective and more successful than present procedures.

GUIDELINES AS TO STANDARDS:

Proposals submitted in response to this Request for Proposal, and any subsequent project carried out by a contractor must be consistent with the following guidelines:

1. Shelter and sleeping accommodation provided must be to the following standard, or better:
 - (a) Shelter and sleeping accommodation must comply with and be licensed under the Welfare Homes Act.
 - (b) One bed for each transient man.
 - (c) 75 sq.ft. of floor space for each transient man.
 - (d) Adequate facilities for personal hygiene including deinfestation.
 - (e) Maintain segregated facilities for those suffering from illnesses requiring segregation.
 - (f) Maintain a basic standard of shelter and sleeping accommodation consistent with a reasonable level of health, well-being and decency for single transient men.
2. Meals provided must be to the following standard, or better:
 - (a) Two meals per day in accordance with the standards set out in "Canada's Food Guide".
 - (b) Standards of the Edmonton Board of Health must be complied with.

3. Clothing, medical assistance, transportation and other special needs, must be provided to the following standard, or better:
 - (a) New clothing must be provided only if required by reason of employment, the type and amount to be governed by the circumstances of employment
 - (b) First-Aid supplies and usual non-prescription drugs must be maintained and supplied as necessary.
 - (c) Emergency medical, dental and optical care must be arranged.
 - (d) Transportation and other special needs must be supplied. (Special needs may include such services and supplies as ambulance, tools for employment, prosthetic repair and others).
 - (e) Burial expenses will not be the responsibility of the contractor.
4. Referral to appropriate community resources and opportunities must be in accordance with the following standard, or better:
 - (a) Men assessed as capable of employment must be referred to Canada Manpower for employment.
 - (b) Co-operation with employers and other community services designed to assist men to find employment, is required.
 - (c) Appropriate use of community resources (for example, agencies providing such items as used clothing) is expected.
 - (d) A thorough knowledge, understanding, and a commitment to the use of other community resources is a requirement.
5. The contractor must be prepared to guarantee:
 - (a) The non-discriminatory provisions of services pursuant to the Alberta Human Rights Act.
 - (b) The use of fair employment practices in dealing with employees.
 - (c) The fair and humane treatment of the recipients of services.
6. It is expected that the standard of service provided will not significantly exceed the standard of service presently maintained. The purpose of this service is to meet the existing need, but not to stimulate substantially increased demand.
7. Under normal circumstances, the services of the hostel will be provided to a transient man for a period not to exceed seven days at any one time, unless the hostel resident shows evidence of seeking employment. It is expected that the contractor will exercise fair judgement in the application of this provision to ensure that the hostel does not become permanent accommodation for single transient men.
8. Any capital assets leased to the contractor by the Government of Alberta (e.g. The Edmonton Single Men's Hostel Building, equipment, furnishings, etc.) must be maintained to present standards, and will be subject to periodic inspection by the Department of Public Works.

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9. If any of the above guidelines can be shown to be inappropriate, alternative suggestions will be considered and may be accepted.

ADMINISTRATIVE GUIDELINES:

1. The following criteria must be met to establish a man's eligibility for hostel services:
 - (a) Not supporting one or more dependants in his custody.
 - (b) Without sufficient funds to purchase accommodation and meals.
 - (c) Age 18 years or over.

The following additional criteria as to eligibility require discretion in their application:

- (a) No established residence in Alberta (12 consecutive months on a self-supporting basis in an Alberta Municipality immediately preceding application for hostel services).
 - (b) Employable (it is recognized that some unemployable men cannot be cared for elsewhere and should receive hostel services).
 - (c) Discretion must also be exercised in matters of intoxication, medical condition or behaviour, so as to protect the individual and residents of the hostel.
2. The Government of Alberta reserves the right to refer persons to the Single Men's Hostel for services, and the contractor will provide services to persons so referred.
3. The contractor will be required to maintain personal liability insurance in the amount of \$100,000.00 per incident, and insurance satisfactory to the Government on the contents of the Single Men's Hostel Building. Insurance on the building itself is the responsibility of the owner (see Appendix E).
4. The contractor will be expected to maintain a flexible system of repayment by those single transient men who have been referred to employment by the hostel. Repayment should be obtained for the cost of accommodation, meals and expenses incurred in meeting other needs. This obligation may be enforced in the event of the man's return to the hostel.
5. Proposals submitted must include house rules to be observed by those using the services provided.
6. Generally, the contractor will be required to satisfy the documentation and record keeping requirements of the Department of Social Development, the Canada Assistance Plan and the Provincial Auditor. More particularly the contractor will be required:
 - (a) To complete and maintain a record of each single transient man served. (In order for a portion of the costs of this service to be met through the Canada Assistance Plan, it is required that the record of each single transient man serviced contain some type of application for assistance and information to establish need.)

- (b) To complete and submit a monthly record summarizing the services provided.
- (c) To complete and submit a monthly financial operating statement.

The attached envelope (labelled Appendix F) contains samples of the various forms and documents presently used in operating the hostel service.

- 7. Proposals submitted must include an appeal procedure designed to provide an opportunity for any person dissatisfied with the operation of the hostel system or a decision of the hostel staff to have his grievance considered.
- 8. It is anticipated that sleeping accommodation and services in excess of that available within the Single Men's Hostel, Edmonton (see Appendix A), will be required in order to meet the objectives of this RFP. Arrangements for additional accommodation or services will be the responsibility of the contractor and must be described in his proposal.
- 9. If any of the above guidelines can be shown to be inappropriate, alternative suggestions will be considered and may be accepted.

FINANCIAL GUIDELINES:

- 1. The Government of Alberta is prepared to lease to the contractor the Single Men's Hostel building referred to in Appendix A.
- 2. The Government of Alberta is prepared to lease or sell to the contractor the equipment and furnishings contained in the Single Men's Hostel as described in Appendix B.
- 3. The contractor will be expected to purchase existing stocks of usable supplies at cost.
- 4. The contractor will be responsible for all maintenance to the said building, equipment and furnishings to the present standards. Proposed renovations or alterations will be subject to approval by the owner.
- 5. The contractor will be responsible for the payment of any and all taxes.
(Government grants in lieu of taxes will not be charged to the contractor.)
- 6. A summary of operating costs to the Government of Alberta for the Single Men's Hostel, Edmonton, and the services provided therein is described in Appendix C.
- 7. Responses to this RFP should include budget estimates for the implementation of the respondent's proposal. Budgetary allocations for the provision of services for the attainment of the objectives of this RFP should be approximately proportioned according to the following schedule:

94% of the service budget for the attainment of objectives 1 and 2;

1% for the attainment of objective 3;

5% for the attainment of objective 4.

An allowance of approximately \$10,000.00 should be made for the attainment of objective 5.

Budgets proposed should show some gain in cost effectiveness to the public sector through contracting the provision of these services to the private sector.

8. Responses to this RFP should contain a list of personnel requirements, wages and salaries proposed, and any subcontracts proposed.
9. Responses to this RFP should contain a clear statement of:
 - (a) Terms proposed for acquiring the use of the capital assets of the Single Men's Hostel service in Edmonton.
 - (b) Terms proposed for operating a service for single transient men in the City of Edmonton to attain the objectives of this RFP.
 - (c) The schedule of payments required from the Government of Alberta to implement the proposal submitted.
 - (d) Any additional terms desired in a contract for the provision of the required services (including the terms of any lease arrangement desired.).
10. The respondent should propose bonus and penalty clauses for outstanding achievement or non-achievement of the objectives of this RFP.
11. Every respondent must submit a bid bond for 10% of the respondent's proposed operating budget for the first year. The successful respondent (contractor) will be required to post a performance bond annually equal to 50% of the operating budget for the ensuing year.
12. If any of the above financial guidelines can be shown to be inappropriate, alternative suggestions will be considered and may be accepted.

GENERAL GUIDELINES:

1. This request for proposal is issued under the authority of the Honourable R.A. Speaker, Minister of Social Development.
2. Management responsibility for this RFP has been assigned to a Management Group composed of the following persons:

Mr. P. Manning (Chairman)
M. & M. Systems Research Ltd.,
208 Confederation Building,
Edmonton, Alberta.
Phone: 424-0827

Mr. J.J. Watkins, Program Supervisor,
Department of Social Development,
109th Street and Jasper Avenue,
Edmonton, Alberta.
Phone: 429-5411, Local 48

Mr. J.W. Bateman, President,
Bateman Foods Limited,
8908 - 99th Street,
Edmonton, Alberta.
Phone: 439-0749

Mr. Manning's role is to serve as chairman and to provide needed RFP management expertise. Mr. Watkins represents the Department of Social Development, and is both knowledgeable and experienced in the field of providing services to single transient men. Mr. Bateman's role is to represent the public at large, and to bring sound business judgement to bear on the decisions of the Management Group.

The Management Group is responsible for distributing this RFP, providing information and consultation required by prospective respondents, evaluating proposals received, and making recommendations to the Minister.

3. An orientation meeting for persons and organizations interested in responding to this RFP, or substantially affected by this RFP will be held on the 26th day of June 1970, at 9.00 a.m. in Room 312, Legislative Buildings, Edmonton. Prospective respondents are requested to attend this meeting in order to meet the Management Group, to obtain further information, and to obtain clarification of questionable points.
4. Prospective respondents may make arrangements to inspect the Single Men's Hostel premises by contacting

Mr. B.N. Pound,
Manager,
Single Men's Hostel,
10014 - 105A Avenue,
Edmonton, Alberta.
Phone: 424-6903

5. Proposals in response to this RFP should be submitted in quadruplicate, prior to 4.00 p.m. on the day of August 10th, 1970, to

The Chairman,
Request for Proposals Management Group,
Room 322,
Legislative Building,
Edmonton, Alberta.

6. It is anticipated that a contract will be negotiated with the successful respondent by August 31st 1970 and that the contractor should commence operations on October 1st 1970.
7. Unnecessarily elaborate brochures or other presentation beyond that sufficient to present a complete and effective proposal are not desired.

8. No proposal submitted in response to this Request for Proposal will necessarily be accepted. All proposals submitted become the property of the Government of Alberta. In the event that no single proposal is acceptable, the Government of Alberta reserves the right to synthesize the best features of all responses and to invite further proposals.
9. Proposals will be evaluated by the Management Group, which will then make a recommendation to the Minister. Criteria such as the following will be used in making evaluations:
 - (a) Qualifications of the respondent for achieving the objectives proposed, including
 - relevant experience
 - social responsibility
 - financial responsibility
 - management capability
 - evidence of enterprise and initiative
 - (b) Assessment of the proposal from the standpoint of
 - evidence of basic understanding of the work involved
 - evidence of originality and creativity
 - soundness of basic approach
 - quality of planning
 - quality of proposed inputs
 - adherence to guidelines
 - feasibility
 - (c) Probability of successful achievement of objectives should proposal be implemented.
 - (d) Estimated cost effectiveness of the proposal (i.e. an estimate of how much implementation of a given proposal will contribute toward the achievement of the objectives, per dollar spent on the project by the Government of Alberta. This estimate will include consideration of second order or indirect costs and benefits resulting from implementation of the proposal.)
10. Attainment of objective 5 of this RFP is expected to involve a program of research to be conducted by the contractor prior to October 1st, 1971. The end result of this program of research should be the development of improved methods for the classification, maintenance, and rehabilitation of single transient men, and a plan for the implementation of these methods. In developing improved methods, consideration should be given to the recommendations of the O'Byrne Report (see Appendix G). Responses to this RFP should include a plan for the attainment of objective 5.
11. Proposals must reflect genuine social concern and economic feasibility. They should contain evidence of consultation with those to be served by the contractor.
12. The contract awarded to the successful respondent will be monitored by the Department of Social Development. The contractor will be required to co-operate fully with the Department in the discharge of this function.
13. Contracts may be terminated for non-achievement of objectives or for failure to adhere to agreed upon guidelines.

14. Special allowances will be considered for uncontrollable factors in the provision of Single Men's Hostel Services caused by deterioration of economic conditions. These allowances should be proposed by the respondent.
15. Inquiries concerning any aspect of this Request for Proposal are welcome, and should be directed to the Chairman of the Request for Proposals Management Group. Additional copies of this RFP may be obtained from the office of the Manager of the Single Men's Hostel, (10014 - 105A Avenue, Edmonton).
16. If any of the above guidelines can be shown to be inappropriate, alternative suggestions will be considered and may be accepted.

ATTACHMENTS

Attachments to this RFP should include:

- Appendix A: Description of present Single Men's Hostel facilities, and capital costs.
- Appendix B: An inventory of equipment, furnishings and supplies (including a list of current suppliers).
- Appendix C: A statement of operating expenses (including maintenance) for the Single Men's Hostel service).
- Appendix D: A listing of current personnel employed in the Single Men's Hostel service.
- Appendix E: Current Insurance Policy.
- Appendix F: Sample records, documents, etc. currently utilized by the Government of Alberta in the operation of the Single Men's Hostel service.
- Appendix G: Miscellaneous attachments including:
 - (1) The Welfare Homes Act
 - (2) Canada's Food Guide
 - (3) Provincial Board of Health Regulations respecting Housing.
 - (4) The Alberta Human Rights Act
 - (5) The Alberta Human Rights Act and Managers of Hotels, Motels, Restaurants, etc.
 - (6) The Alberta Human Rights Act and the Individual
 - (7) The Alberta Human Rights Act and the Employer
 - (8) Fair Employment Laws in Canada
 - (9) Single Men's Hostel Edmonton, Rules and Regulations.
 - (10) The Report of the Honourable Mr. Justice Michael B. O'Byrne.
 - (11) Requests for Proposals and Social Contracts: A Strategy for Organizing Resources to Achieve Social Goals.

NOTE: These appendices are provided for general information purposes only, and should not be regarded as complete or accurate in every detail.

APPENDIX "A"

Single Men's Hostel,
10014 - 105A Avenue,
EDMONTON, Alberta.

The basic purpose of this institution is to provide a temporary home for transient men who are unemployed and without funds to pay for their own maintenance.

The Hostel is open at all times and persons seeking admission apply directly to a staff member on duty. It is necessary for each man to establish his need for assistance, be registered, and to answer a few routine questions to substantiate need.

The Hostel provides sleeping accommodation for 285 men in single beds, but is not capable of sleeping all men requiring such help nightly. The overflow is housed in the Salvation Army and moderately priced hotels. All male transients requiring temporary assistance are registered through the Hostel and outside accommodation is allocated by Hostel staff.

The Hostel kitchen and dining facilities are capable of feeding in excess of 500 men and most of them are fed there. Those not eating at the Hostel are given meals at the Salvation Army.

Presently, two meals a day are served, breakfast commencing at 7:00 a.m. and the evening meal at 5:00 p.m.

Essential clothing is supplied usually when men produce proof of employment and are in need of it in order to commence work.

Medical care is available through the Outpatient Department of the University Hospital and arrangements for referral and treatment are made by the staff, with emergency cases admitted directly to the Hospital. Urgent dental work, optical treatment and glasses are authorized on professional recommendation that the service is required.

The Single Men's Hostel in Edmonton is located close to the City Centre and is easily accessible to those wishing to avail themselves of its services.

The capital cost of the building, which was constructed in 1955, with an addition added in 1961 was \$516,174.81. The gross floor area is 43,055 square feet. The building is of masonry block with brick facing.

Last Return March 31, 1969

PROPERTY RETURN

Date March 31st, 1970

INVENTORY NO.	NOMENCLATURE AND DESCRIPTION	QUANTITY			On Hand	SOURCE OF SUPPLY			Purchase Order or Receipt No.	CONDITION			REMARKS
		Last Return	Written Off	Now		Public Works	Social Devel.	Other		Good	Fair	Poor	
	KITCHEN (continued)												
20	Butter, Butter	1			1								
21	Dishes, Vegetable, Oval	2	1		1								
22	Forks, Table, Stainless	429	221		208								
23	Forks, Dining	5			5								
24	Graters	1	1		-								
25	Holder, Grillmaster, Brick	1			1								
26	Jugs, Crockery, Milk, 40 oz.	2			2								
27	Jugs, Stainless, 2 qt.	6			6								
28	Kettles, Tea, Aluminum	2			2								
29	Knives, Honing, 5½"	3	2		1								
30	Knives, Butcher	3	3		-								
31	Knives, Carving, 12"	2	1		1								
32	Knives, Cook, 12"	1			1								
33	Knives, Paring	10	7		3								
34	Knives, Sticking	1			1								
35	Knives, Table, Stainless	887	185		702								
36	Knives, French	-			-								
37	Ladles, Stainless	6			6								
38	Pushers, Potato	3	1		2								

March 31, 1969

PROPERTY RETURN

Date March 31st, 1970

INVENTORY NO.	NOMENCLATURE AND DESCRIPTION	QUANTITY			SOURCE OF SUPPLY			Purchase Order or Receipt No.	Board of Survey	CONDITION			REMARKS
		Last Return	Written Off	New	On Hand	Public Works	Social Devel.	Other		Good	Fair	Poor	
	KITCHEN (continued)												
20	Cutter, Butter	1			1								
21	Dishes, Vegetable, Oval	2	1		1								
22	Forks, Table, Stainless	429	221		208								
23	Forks, Carving	5			5								
24	Graters	1	1		-								
25	Holder, Grillmaster, Brick	1			1								
26	Jugs, Crockery, Milk, 40 oz.	2			2								
27	Jugs, Stainless, 2 qt.	6			6								
28	Kettles, Tea, Aluminum	2			2								
29	Knives, Honing, 5 1/2"	3	2		1								
30	Knives, Butcher	3	3		-								
31	Knives, Carving, 12"	2	1		1								
32	Knives, Cook, 12"	1			1								
33	Knives, Paring	10	7		3								
34	Knives, Sticking	1			1								
35	Knives, Table, Stainless	837	185		702								
36	Knives, French	-			-								
37	Indles, Stainless	6			6								
38	Mashers, Potato	3	1		2								

Last Return March 31st, 1969

PROPERTY RETURN

Date March 31st, 1970

INVENTORY NO.	NOMENCLATURE AND DESCRIPTION	QUANTITY			SOURCE OF SUPPLY			Purchase Order or Receipt No.	CONDITION			REMARKS
		Last Return	Written Off	New	Un Hand	Public Works	Social Devel.	Other	Good	Fair	Poor	
	KITCHEN (continued)											
1	Nappies, Fruit, Melamine	510	45		665							
2	Pails, Enamel	1			1							
3	Pails, Stainless, 5 qt.	9			9							
4	Pans, Bake, Small	2			2							
5	Pans, Bake, Stainless	7			7							
6	Pans, Dish, Aluminum	7	2		5							
7	Pans, Pudding, Stainless	21			21							
8	Pans, Sauce, #4156	2			2							
9	Pans, Sauce, #7833	5	2		3							
10	Peelers, Potato	1	1		-							
11	Pins, Rolling	3			3							
12	Pitchers, Stainless	4			4							
13	Plates, Melamine	916	111		805							
14	Platters, Serving, China	3			3							
15	Pots, Coffee, Aluminum	1			1							
16	Pots, Coffee, Stainless	3			3							
17	Pots, Tea, Aluminum	1			1							
18	Pots, Stock, Stainless	4	3		1							
19	Pots, Stock, Heavy	3			3							

DEPARTMENT OF SOCIAL DEVELOPMENT
Homes and Institutions Branch
Institution Single Men's Hostel, Edmonton
Date March 31st, 1970

PROPERTY RETURN

Latest Return March 31st, 1969

ITEM NO.	NOMENCLATURE AND DESCRIPTION	QUANTITY			SOURCE OF SUPPLY			Purchase Order or Receipt No.	Board of Survey	CONDITION			REMARKS
		Last Return	Written Off	New	On Hand	Public Works	Social Devel.	Other		Good	Fair	Poor	
	KITCHEN (continued)												
1	Pots, Stock, 24 qt.	4	3		1								
2	Pots, Stock, and Lids, 32 qt.	2			2								
3	Pots, Stock and Lids 28 qt.	2	1		1								
4	Pots, Stock and Lids 36 qt.	2			2								
5	Pots, Stock and Lids, 80 qt. #1253	6			6								
6	Pots, Stock, Tap & Lids 80 qt. #1253	4			4								
7	Pots, Stock, 4 qt.	2	2		-								
8	Pots, Tea, Stainless	2			2								
9	Refrigerator, Fairbanks	1			1								
10	Refrigerators	3			3								
11	Saw, Meat	1			1								
12	Scales, Weighing	1			1								
13	Food, 120	2	2		-								
14	Scrapers, Pan & Dough	2			2								
15	Shakers, Salt & Pepper	176	151		345								
16	Sharpeners, Carbonium	1			1								
17	Sharpeners, Butcher, Steel	5			5								
18	Sifters, Flour	1			1								
19	Shishers	2	1		1								

of Last Return March 31st, 1969

PROPERTY RETURN

Date March 31st, 1970

ITEM NO.	NOMENCLATURE AND DESCRIPTION	QUANTITY				SOURCE OF SUPPLY			Purchase Order or Receipt No.	Board of Survey	CONDITION			REMARKS
		Last Return	Written Off	New	On Hand	Public Works	Social Devel.	Other			Good	Fair	Poor	
	KITCHEN (continued)													
77	Slicers, Meat	2			2									
78	Spatulas, Grill	1			1									
79	Brooms, Dessert, Stainless	352	250		132									
80	Spoons, Tea, Stainless	3	3		-									
81	Spoons, Slotted	1			1									
82	Stove, Electric	1			1									
83	Strainer, Wire	3	2		1									
84	Tenderizer, Meat	1			1									
85	Toasters, Sunbeam, 4 slice	4			4									
86	Tonges, Scissors, 15"	2			2									
87	Tonges, Spring	4			4									
88	Trunks, Aluminum	485			185									
89	Turners, Cake	2	2		-									
90	Turners, Egg	2	2		-									
91	Whip, Mixing, 8"	1			1									
92a	Whip, Mixing, 10"	1			1									
92b	Whip, Mixing, 12"	1			1									
93	Whip, Mixing, 16"	1			1									
94	Whip, Mixing, 16"	221	185	200	236		200							JW.0550

Last Return: March 31st, 1969

PROPERTY RETURN

Date: March 31st, 1970

Item No.	NOMENCLATURE AND DESCRIPTION	QUANTITY			SOURCE OF SUPPLY			Purchase Order or Receipt No.	Board of Survey	CONDITION			REMARKS
		Last Return	Written Off	New	On Hand	Public Works	Social Devel.	Other		Good	Fair	Poor	
	<u>MISCELLANEOUS</u>												
92	Feds, Single, c/w springs	291			291								
93	Fedspreads, Double	16	6		10								
95	Benches, Wooden	2			2								
96	Blankets, Wool, Grey, Single	633	271	200	562		200		JHA/05503				
97	Blankets, Wool Grey, Double	54			54								
98	Blinds, Window	100			100								
99	Boards, Stribbage	3	1		2								
100	Boards, Ironing, c/w cover	3			3								
101	Bottles, Hot Water	2			2								
102	Brushes, Ajax Bowl	1			1								
103	Buckets, Laundry	2			2								
104	Cases, Pillow, Mixed	1060	442	250	868		250		HAC/1502				
105	Chairs, Misc.	9			9								
106	Chairs, Arm, Upholstered	1			1								
107	Chairs, Arm, Chrome	11			11								
108	Chairs, Dining, Chrome	108			108								
109	Chairs, Drafting	1			1								
110	Chairs, Locker, Wooden	95			95								
111	Chairs, Locker, Metal	200			200								

Institution Single Men's Hostel, Edmonton
Date March 31st, 1970

DEPARTMENT OF SOCIAL DEVELOPMENT
Homes and Institutions Branch
PROPERTY RETURN

of last Return March 31st, 1969

Item No.	NOMENCLATURE AND DESCRIPTION	QUANTITY				SOURCE OF SUPPLY			Purchase Order or Receipt No.	CONDITION			REMARKS	
		Last Return	Written Off	Now	On Hand	Public Works	Social Devel.	Other		Board of Survey	Good	Fair		Poor
	MISCELLANEOUS (continued)													
2	CHAIRS, Stacking	11			11									
3	Chairs, Stacking, Chairtex	100			100									
4	Chairs, Straight, Padded	26			26									
5	Chesterfield, Orange	1			1									
6	Chesterfield, Green, 3 pc.	1			1									
7	Clamps, Hose	2			2									
8	Cleaner, Vacuum	1			1									
9	Closet, Clothes, Transportable	1			1									
10	Draper, Window	22			22									
11	Flashlights	2			2									
12	Hose, Rubber, 5'	1			1									
13	Hose, Machine, 12'	1			1									
14	Iron, Steam	1	1	1	1	1			ED 5993					
15	Iron, Dry			1	1			1	SH447102					
16	Mattresses, Double	5			5									
17	Mattresses, Single	395	15		380									
18	Machine & Stool, Sewing	1			1									
19	Nits, Rubber	1		1	-									
20	Mattress Covers	184	266	104	322		104	104	UHA05505					

of Last Return March 31st, 1969 March 31st, 1970
Institution Single Men's Hostel, Edmonton
Date March 31st, 1970

ITEM NO.	NOMENCLATURE AND DESCRIPTION	QUANTITY			SOURCE OF SUPPLY			Purchase Order or Receipt No.	CONDITION		REMARKS
		Last Return	Written Off	Now	On Hand	Public Works	Social Devel.	Other	Good	Poor	
	MISCELLANEOUS (continued)										
131	FILES, Feather	379			379						
132	Pail, Kop, 4 1/2 qt.	1			1						
133	Racks, Clothes, Hangers	2			2						
134	Racks, Laundry	17			17						
135	Rugs, Floor	4			4						
136	Sheets, White, Single	1284	188	250	1316		250				
137	Suites, Bedroom, 3 pc.	5			5						
138	Tables, Coffee	1			1						
139	Tables, Cutting	3			3						
140	Tables, Dining	20			20						
141	Tables, End, Chrome	10			10						
142	Tables, End, Wooden	3			3						
143	Tables, Long, Wooden	3			3						
144	Tables, Square, Chrome	8			8						
145	Towels	506	6		500						
146	T.V. Sets	1			1						
147	Lightboard, Glass	1			1						
148	Locker	3			3						
149	Wrinkler, Kop, #15	2			2						

VENDORS FOR PERIOD APRIL 1969 - MARCH 1970

VENDOR

GOODS SUPPLIED

VENDOR	GOODS SUPPLIED
Alberta Caretakers Supplies Ltd.	cleaning supplies
Alberta-National Drug Co. Ltd.	bandages and drugs
Bowes Co. Ltd.	spices and special baking supplies
British America Paint Co. Ltd.	paint and brushes
Burns Foods Ltd.	meat, fish, cheese and butter
Canada Packers Ltd.	meat, fish, eggs and butter
Canadian General-Tower Ltd.	mattress covers
Capital Packers Ltd.	meat and cheese
Central Dry Goods Promislow Ltd.	assorted linens
Crown Zellerbach Paper Co. Ltd.	paper products
Diversey (Canada) Ltd.	soaps
Gainers Ltd.	meat, fish and cheese
The Independent Wholesale Ltd.	groceries
Ingram & Bell Ltd.	medical supplies
Lever Brothers Ltd.	detergent
McGavin Toastmaster Ltd.	bread
Macdonalds Consolidated Ltd.	groceries
Macdonalds Consolidated Ltd. Produce Dep't.	produce
Maple Leaf Plastics Ltd.	melmac cups
Marshall Wells Ltd.	hardware supplies
Mathew & Co. Ltd.	linen supplies (assorted)
Northern Alberta Dairy Pool	milk
Nabob Foods Ltd.	coffee and tea
Ogilvie Flour Mills Co. Ltd.	flour and cereals
Palm Dairies Ltd.	milk
Pavey Candies Ltd.	christmas candies
Purity Dairy	milk
Reynolds Manufacturing Co. Ltd.	aprons
Russell Food Equipment Ltd.	dish soap
Safety Supply Co.	batteries and drugs
Silverwood Dairies Ltd.	milk
Swift Canadian Co. Ltd.	meat, eggs, and butter
W. E. Greer Ltd.	furniture polish and cleaners
Western Alberta Produce Ltd.	eggs

APPENDIX "C"

SINGLE MEN'S HOSTEL, EDMONTON

STATEMENT OF EXPENDITURES

APRIL 1/69
TO
MARCH 31/70

<u>CODE</u>	<u>DESCRIPTION</u>	
<u>160-185</u>	<u>Automobiles and Trucks</u>	
185	Miscellaneous	\$2.00
		<u>\$2.00</u>
<u>260-275</u>	<u>Contracts and Agreements</u>	
275	Labor and Services	\$15,168.25
		<u>\$15,168.25</u>
335	Freight, Express, Cartage	83.48
350	Furniture and Equipment	97.47
<u>365-370</u>	<u>Grants and Prizes (Outside accommodation and Food Services)</u>	
	Outside accommodation includes Salvation Army, Castle Hotel, Vancouver Rooms, Urban House, Colona Rooms)	
365	Grants	\$131,893.40
435	Insurance Premiums	90.34
<u>495-605</u>	<u>Materials and Supplies</u>	
495	Bedding	1,431.75
520	Clothing for Staff	220.36
525	Crockery and Cutlery	386.75
535	Food	101,560.76
540	Janitor and Cleaning	3,980.99
550	Linen and Towelling	159.27
560	Newspapers and Periodicals	109.08
565	Pharmaceutical	88.09
570	Printing	169.16
585	Sports and Recreation	7.80
590	Stationery	1,005.61
595	Surgical, Medical, Dental	95.51
603	Wrapping Paper	64.23
		<u>\$109,279.46</u>
<u>610-650</u>	<u>Materials (Construction)</u>	
631	Paint	6.18
640	Small Tools	24.44
		<u>\$30.62</u>
<u>770-785</u>	<u>Rentals</u>	
795	Repair of Equipment	6.72
800	Repair of Office Machines	86.65
805	Salaries	65,136.70
825	Telephone and Telegraph	26.76
835	Transportation (Bus Tickets)	3,600.00
845	Travel Expenses (Non Staff)	9.45
<u>860-915</u>	<u>Travel Expenses</u>	
890	Subsistence	154.27
905	Transportation, Mileage	685.57
915	Transportation, Miscellaneous	12.75
		<u>\$852.59</u>
980	Wages	32,404.91
		<u>\$358,768.80</u>

SINGLE MEN'S HOSTEL EDMONTON

Per Diem Rate Statement

for the Period April 1st, 1969 to March 31st, 1970.

Public Works Expenditures
(Maintenance)

EXPENDITURE CODE	DESCRIPTION OF EXPENDITURE	AMOUNT
<u>160 - 175</u>	Autos, Trucks, Mobile Equipment	
175	Lubrication, Service Charges	\$ 3.10
<u>260 - 275</u>	Contracts and Agreements	
270	Maintenance and Repair	91.15
<u>320</u>	Fees and Commissions	57.50
<u>335</u>	Freight, Express and Cartage	720.00
<u>350</u>	Furnishings, Equipment, Tools	153.37
<u>435</u>	Insurance Premiums	350.00
<u>495 - 605</u>	Materials and Supplies	
520	Clothing - Staff	7.53
540	Janitor and Cleaning	4,877.18
565	Pharmaceutical	466.28
605	Miscellaneous	12.34
<u>610 - 650</u>	Materials and Supplies	
610	Asphaltic Oil	58.55
616	Plaster and Supplies	2.12
620	Electrical Fixtures	340.37
625	Gasoline and Grease	6.82
630	Lumber and Wood	430.66
631	Paint and Supplies	515.09
635	Plumbing Fixtures	827.33
636	Heating and Air Conditioning	446.30
640	Small Tools	81.38
645	Structural Steel	307.51
650	Miscellaneous	6.38
<u>770 - 785</u>	Rentals	
775	Rental of Building	16.18
<u>795</u>	Repairs to Equipment	444.76
<u>815</u>	Taxes	90.00
<u>825</u>	Telephone and Telegraph	603.60
<u>960 - 975</u>	Utilities	
960	Heating, Fuel	3,494.52
965	Light and Power	3,862.70
970	Water	2,125.33
975	Additives, Water	164.88
<u>985</u>	Wages	
	Carpenter	1,664.30
	Electrician	581.70
	Plumber	3,377.44
	Steamfitter	2,401.24
	Plasterer	372.84
	Painter	7,186.86
	Caretaker	56,227.68
	Labourer	472.85
	Sheet Metal and Roofer	2,420.40
	Truck Driver	10.01
	Welders	371.70
	Mechanics	.78
		<u>95,650.73</u>

June 12, 1970.



MAINTENANCE EXPENDITURES FOR THE FISCAL YEAR
1969 - 1970

APPROPRIATION - 2610 - A250A - SINGLE MEN'S HOSTEL - EDMONTON

	<u>AMOUNT</u>
Insurance	\$ 350.00
Caretaking Supplies	4,877.18
Caretakers	56,227.68
Taxes - Local Improvements	90.00
Telephones and Telegrams	603.60
Utilities	9,647.43
Maintenance - Materials, Supplies and Repairs	4,994.72
Labor	18,860.12
 TOTAL:	 \$ 95,650.73

MAINTENANCE EXPENDITURES FOR THE FISCAL YEAR 1969-70A250A - SINGLE MEN'S HOSTEL - EDMONTON

<u>Expenditure Code</u>	<u>Code Description</u>	<u>AMOUNT</u>
175	Mobile Equipment other than for Travelling (fuel)	\$ 3.10
270	Contracts for Maintenance & Repair	91.15
320	Fees and Commissions	57.50
335	Freight and Express	720.00
350	Furnishings & Equipment (mats, blinds, mirrors etc.)	153.37
435	Insurance Premiums	350.00
520	Clothing for Staff (safety equipment, etc.)	7.53
540	Caretaking Supplies	4,877.18
565	Pharmaceutical & Chemical Supplies (recharging fire extinguishers, etc.)	466.28
605	Miscellaneous Supplies	12.34
()	Maintenance Materials and Supplies - Asphaltic Oil, etc.	58.55
616	Maintenance Materials & Supplies - Plastering supplies	2.12
620	Maintenance Materials and Supplies - Electrical Supplies	340.37
625	Maintenance Materials and Supplies - Gas, Oil & Grease	6.82
630	Maintenance Materials and Supplies - Lumber, Hardware, etc.	430.66
631	Maintenance Materials and Supplies - Painting Supplies	515.09
635	Maintenance Materials and Supplies - Plumbing Supplies	827.33
636	Maintenance Materials and Supplies - Heating & Airconditioning	446.30
640	Maintenance Materials and Supplies - Small Tools	81.38

CONTINUED[2]

645	Maintenance Materials and Supplies - Steel Supplies	307.51
650	Maintenance Materials and Supplies - Miscellaneous	6.38
775	Rental of Government Equipment	16.18
795	Repair and Maintenance of Furnishings and Equipment	444.76
815	Taxes - Local Improvements	90.00
825	Telephones and Telegrams	603.60
960	Heating Fuel	3,494.52
965	Light and Power	3,862.70
970	Water	2,125.33
975	Water Additives	164.88
	Labour - Carpenters	1,664.33
	Electricians	581.70
	Plumbers	3,377.44
	Steamfitters	2,401.24
	Plasterers	372.84
	Painters	7,186.86
	Caretakers	56,227.68
	Labourers	472.85
	Sheet Metal & Roofer	2,420.40
	Truck Drivers	10.01
	Welders	371.70
	Mechanics	.78
TOTAL:		\$ 95,650.73

APPENDIX "C"

EXPENDITURE ESTIMATES 1970 - 1971

DEPARTMENT OF SOCIAL DEVELOPMENT

SINGLE MEN'S HOSTEL, EDMONTON

<u>CODE</u>	<u>DESCRIPTION</u>	<u>ESTIMATE</u>
160 - 185	AUTOS NOT TRAVELLING	\$
260 - 275	CONTRACTS AND AGREEMENTS	20,400.00
320	FEES AND COMMISSIONS	
335	FREIGHT EXPRESS ETC.	200.00
350	FURNISHINGS EQUIPMENT ETC.	
365 - 370	GRANTS PRIZES ETC.	150,000.00
435	INSURANCE PREMIUMS	180.00
495 - 605	MATERIAL ETC. ADMIN AND OP	108,000.00
610 - 650	MATERIAL ETC. CONST AND MT	
631	MATERIALS AND SUPPLIES	
640	MATERIALS AND SUPPLIES	
740	POSTAGE	
780	EQUIP RENTAL	
795	REPAIR OF EQUIP ETC.	50.00
800	REPAIR OF OFFICE MACHINES	90.00
805	SALARIES	79,695.00
825	TELEPHONE AND TELEGRAPH	50.00
835	TRANSPORTATION	3,500.00
845	TRAVEL OTHER THAN PUB SER	10.00
860 - 915	TRAVELLING OF PUB SERV	500.00
980	WAGES	29,000.00
		<u>391,675.00</u>

DEPARTMENT OF PUBLIC WORKS
ESTIMATED BUILDING EXPENDITURE
1970 - 1971

PROV HOSTEL EDM

A250A

	1970 - 1971 ESTIMATE	1969 - 1970 ESTIMATE	1968 - 1969 ACTUAL
435	500.00		350.00
495 603	5,004.00	2,559.93	7,652.74
740			
770	56,666.00	18,288.61	49,332.18
805	140.00	90.00	90.00
815	770.00	201.20	630.60
825	10,000.00	2,213.96	10,019.93
960 975	20,000.00	5,886.01	20,593.75
999			
TOTAL	93,030.00	29,239.71	88,669.15
SPECIAL MAINTENANCE			
TOTAL	93,030.00	29,239.71	88,669.15

AVERAGE NUMBER OF MEN ACCOMMODATED DAILY
SINGLE MEN'S HOSTEL, EDMONTON

<u>MONTH</u>	<u>AVERAGE NUMBER OF MEN ACCOMMODATED DAILY</u>
January	505
February	540
March	489
April	549
May	458
June	369
July	452
August	436
September	346
October	348
November	443
December	533
<u>1970</u>	
January	582
February	550
March	566

Actual cost of special needs provided (clothing, transportation,
etc.) for period April 1st, 1968 to March 31st, 1969 = \$25,361.86.
Actual cost of special needs for period April 1st, 1969 to
March 31st, 1970 = \$39,072.83.

OPERATING BUDGET (SUMMARY)
SINGLE MEN'S HOSTEL, EDMONTON

	<u>1969 - 70</u>	<u>1970 - 71</u> <u>(Estimate)</u>
SOCIAL DEVELOPMENT (Provision of Service)	\$358,768.80	\$391,675.00
PUBLIC WORKS (Maintenance and Supplies)	95,650.73	93,080.00
	<u>\$454,419.53</u>	<u>\$484,755.00</u>

PERSONNEL
SINGLE MEN'S HOSTEL, EDMONTON

SALARY STAFF - DEPARTMENT OF SOCIAL DEVELOPMENT

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>		<u>LENGTH OF SERVICE</u>
		<u>MIN.</u>	<u>MAX.</u>	
Mr. B. M. Pound	Hostel Manager	\$567.00	\$715.00	9 years
Mr. A. E. Cummings	Clerk IV	471.00	594.00	12 years
Mr. J. T. Petrie	*Welfare Hostel Worker	393.00	493.00	12 years
Mr. A. M. Morrison	*Welfare Hostel Worker	393.00	493.00	7 years
Mrs. C. M. Kennedy	Inst. Service Sup. I	323.00	393.00	6 $\frac{3}{4}$ years
Mr. F. J. Desbats	*Welfare Hostel Worker	393.00	493.00	8 years
Mrs. K. Cochrane	Cook II	411.00	517.00	6 years
Mr. H. Shedden	Cook I	377.00	471.00	10 years
Mr. T. Hutzkal	Watchman	348.00	430.00	11 $\frac{1}{2}$ years
Mr. R. D. Reid	*Welfare Hostel Worker	393.00	493.00	$\frac{3}{4}$ year
Mr. J. R. Moffatt	Social Worker I	493.00	683.00	3 years
Mr. D. M. Barr	Social Worker I	493.00	683.00	5 months
Mrs. J. F. Sanford	Clerk-Typist I-II	278.00	411.00	1 $\frac{3}{4}$ years

* Welfare Hostel Worker - Registers and interviews transients. Maintains records, issues bed and meal tickets, clothing, etc.

FULL TIME WAGES STAFF - DEPARTMENT OF SOCIAL DEVELOPMENT

<u>NAME</u>	<u>POSITION</u>
Mr. H. F. Dairry	*Hostel Attendant
Mr. C. J. Hoover	*Hostel Attendant
Mr. G. H. Redlinger	*Hostel Attendant
Mr. D. C. Milligan	*Hostel Attendant
Mr. C. O. Hancock	*Hostel Attendant
Mr. R. Finlayson	*Hostel Attendant
Mr. L. Tangen	*Hostel Attendant
Mr. A. M. Davis	*Hostel Attendant
Mr. C. H. Modersohn	Welfare Hostel Worker
Mr. T. S. McLeod	Institutional Service Worker #2
Mr. J. Arason	Institutional Service Worker #2

* Hostel Attendants - Maintains discipline. Periodic check of building. Front door duty re admissions, etc.

PART TIME WAGES STAFF - DEPARTMENT OF SOCIAL DEVELOPMENT

<u>NAME</u>	<u>POSITION</u>
Mr. A. McKenna	Kitchen Orderly
Mr. N. D. Hill	Assistant Housekeeper
Mr. L. W. Lambright	Assistant Night Watchman
Mr. N. Semkovich	Laundry & Bath Attendant
Mr. H. A. Jenkins	Kitchen Orderly
Mr. E. O. Wenschlag	Kitchen Orderly
Mr. J. Kaminskis	Kitchen Orderly
Mr. F. Strem	Kitchen Orderly & Messenger
Mr. W. Richardson	Kitchen Orderly
Mr. A. Balaton	Kitchen Orderly
Mr. J. McDonald	Kitchen Orderly

PERSONNEL
SINGLE MEN'S HOSTEL, EDMONTON

STAFF - DEPARTMENT OF PUBLIC WORKS

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>		<u>LENGTH OF SERVICE</u>
		<u>MIN.</u>	<u>MAX.</u>	
G. Champagne	Caretaker	\$4176.00	\$5160.00	1 year 2 months
D. L. Christie	Caretaker	4176.00	5160.00	2 years 2 months
R. L. Gallup	Caretaker	4176.00	5160.00	17 years 2 months
J. Goertzen	Caretaker	4176.00	5160.00	7 years 5 months
S. Grasdall	Caretaker Supvr. II	5652.00	6204.00	9 years
E. Ludwick	Caretaker	4176.00	5160.00	2 years 2 months
R. E. Matthews	Caretaker	4176.00	5160.00	9 years 8 months
D. McMullan	Caretaker	4176.00	5160.00	1 year
G. R. Morgan	Caretaker	4176.00	5160.00	2 years
N. Wakariuk	Caretaker	4176.00	5160.00	2 years
B. Yaggey	Caretaker	4176.00	5160.00	3 years 1 month
J. M. Youzwyshyn	Caretaker	4176.00	5160.00	3 years

FIRE POLICY

APPENDIX "E"

Replacing 41017 EXP. 41857

GOVERNMENT OF THE PROVINCE OF ALBERTA

POLICY No.

41857

TOTAL SUM INSURED \$ 175,000.00 (hereinafter called the insured) RATE .20 PREMIUM \$ 350.00

TERM: 12 MONTHS

FROM NOON MARCH 2, 1970

TO NOON MARCH 2, 1971

STANDARD TIME

AGENT

DEPARTMENT OF PUBLIC WORKS
EDMONTON, ALBERTA

NO. L 9010

Single Men's Hotel - Edmonton 250A

The ALBERTA GENERAL INSURANCE Company

HEAD OFFICE, EDMONTON, ALBERTA

(HEREINAFTER CALLED THE INSURER)

WHEREAS the Insured named above having paid or agreed to pay the Insurer the amount of premium above stated the Insurer in consideration of the premium stated herein and subject to the terms and conditions hereof, if the property described in the wording(s) attached hereto, or on, part thereof, shall be destroyed or damaged by fire, lightning or explosion of natural, coal or manufactured gas, all as hereinafter provided, will indemnify the Insured against such direct loss or damage, without allowance for any increased cost of repair or reconstruction by reason of any ordinance or law regulating construction or repair, to an amount not exceeding, whichever is the least of

- (a) the actual cash value of the property at the time of destruction or damage;
- (b) the interest of the Insured in the property;
- (c) the sum set opposite the applicable item below; and subject to any pro rata provision hereof.

It being further agreed that if any of the insured property is necessarily removed from the location(s) specified herein to prevent loss or damage or further loss or damage thereto, that part of the insurance under this policy that exceeds the amount of the Insurer's liability for any loss already incurred shall, for seven days only, or for the unexpired term of the policy if less than seven days, cover the property removed and any property remaining in the location(s) specified herein in the proportions which the value of the property in each of the respective locations bears to the value of the property in them all.

This policy is made and accepted subject to the foregoing provisions, and to the following provisions stipulations and conditions printed on back hereof, which are hereby specially referred to and made a part of this policy, together with such other provisions, agreements, or conditions as may be endorsed hereon or added hereto. No term or condition of a contract shall be deemed to be waived by the Insurer in whole or in part unless the waiver is clearly expressed in writing signed by a person authorized for that purpose by the Insurer.

EXCLUSIONS

This policy does not cover:

- (a) loss or damage to goods while undergoing any process involving the application of heat whether fire ensues or not;
- (b) loss or damage caused by riot, civil commotion, war, invasion, act of foreign enemy, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection or military power;
- (c) loss or damage to electrical devices or appliances caused by lightning or other electrical currents unless fire ensues and then only for such destruction or damage as results from such fire;
- (d) loss or damage caused by contamination by radioactive material directly or indirectly resulting from an insured peril under this policy;
- (e) money, books of account, securities for money, evidences of debt or title, and automobiles, tractors and other motor vehicles;
- (f) loss or damage to the building(s) or its contents during alteration of or addition to the building(s) and in consequence thereof; normal repairs being allowed without permission;
- (g) while the building insured or containing the property insured is, to the knowledge of the insured, vacant or unoccupied for more than thirty consecutive days, or being a manufacturing establishment, ceases to be operated and continues out of operation for more than thirty consecutive days;
- (h) while, in addition to that contained in tanks of vehicles, there is situated or used with the knowledge of the insured in any building insured or which contains property insured more than one gallon in all of gasoline, benzene, naphtha or other material of equal or greater volatility.

MERCANTILE BUILDINGS AND CONTENTS

\$ 150,000.00 On the building only of the TWO storey building built of BRICK AND TILE AND REINFORCED CONCRETE
 roof covered with 20 YEAR BONDED
 and its additions communicating and in contact therewith, of not more hazardous occupancy, foundations, landlord's permanent fittings and fixtures attached thereto and forming part thereof, including fences, fire-escapes and plate glass, only while occupied as SINGLE MEN'S HOSTEL

RIVER LOT 6

Lot No. 141-142

Block No.

and being No. 10014

Plan No. E.F.

Street in the CITY

of EDMONTON

on the NORTH side of 105A AVENUE
 Province of ALBERTA

Storm doors and windows, door and window screens and shutters, belonging thereto are also held covered while contained in the above described building or on the premises.

\$ 25,000.00 On stock-in-trade, including particularly FURNITURE, FIXTURES AND EQUIPMENT, INCLUDING KITCHEN UTENSILS USUAL TO THE MAINTENANCE AND OPERATION OF A HOSTEL

(State kind of stock)

only while contained in the above described building.

On trade and office furniture, fixtures (other than landlord's fixtures), fittings, utensils, and on all other trade and office contents excluding stock-in-trade and patterns, all only while contained in, or on, the above described building.

On household furniture, supplies, personal effects and contents of every description, usual to a dwelling, whether required to be specifically mentioned by the statutory conditions or not, but excluding building fixtures and fittings, money, bank of account, securities for money, evidences of debt or title, automobiles, tractors and other motor vehicles and motor boats, and also excluding trees, lawns, plants, shrubs and garden improvements in the open, the property of the Insured or of any member of the Insured's family or for which the Insured may be responsible, only while on said premises. At the option of the Insured the insurance under this item shall cover the personal effects of guests and servants not otherwise insured, loss, if any, to be adjusted with and payable to the named Insured.

The Insurance under Item 4 is subject to the following extensions but the total liability including these extensions shall in no event exceed the amount of insurance in force under said item at the time of the happening of any loss, nor shall more than ten percent (10%) thereof apply in respect to each of extensions (C) and (D):—

(C) Household and personal effects the property of the Insured or of any member of the Insured's family permanently residing with the Insured, which have been temporarily removed from the said premises to any other location in Canada or Continental United States of America, provided said household and personal effects are not more specifically insured, but this extension (C) shall not cover in any seasonal dwelling owned by the Insured, nor in any other dwelling or apartment occupied by the Insured, nor in a storage warehouse.

(D) Additional living or hotel expenses over and above the rental value of said building(s) unfurnished, which are incurred in maintaining as far as practicable the normal conduct of Insured's household if said building(s) be rendered uninhabitable as a direct result of the perils insured against, and during such period only as would be required with due diligence and despatch to reinstate the property.

On the building and foundations, roof covered with
 and only while occupied as

situate

On

On

On

\$ 175,000.00 No insurance attaches under any of the above items unless an amount is specified and inserted in the blank immediately preceding the wording of the item.

Loss, if any, payable to INSURED

subject nevertheless to the conditions endorsed hereon and to all the terms and conditions of this policy.

Total concurrent insurance, including this policy, permitted to 100% of the actual cash value of the property insured.

SEE REVERSE SIDE FOR OTHER PERMITS



Date Due

SEP 10 1987

Printed in U.S.A.

